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ABSTRACT

This volume offers strategies and suggestions for college instructors at all levels in the form of 49 teaching tools (organized into 12 sections) that cover both traditional tasks--writing a course syllabus, delivering an effective lecture--and newer, broader concerns such as responding to diversity and using technology. Each tool includes a brief introduction, a set of general strategies, and concise descriptions of practical ideas that faculty members can adapt and try out. Section 1 addresses planning issues. Section 2 explores teaching minority, disabled, and older students. Section 3 examines discussion strategies. Section 4 addresses all aspects of the lecture method. Section 5 is on collaborative and experimental strategies and discusses the advantages of group work. Section 6 focuses on current theories of learning for instructional strategies and motivational techniques. Section 7 describes how faculty in all departments can help student writing skills. Section 8 covers testing and grading and section 9 explains the use of instructional media and technology. Section 10 offers suggestions on evaluation including how to get immediate feedback from students. Section 11 covers such additional topics as office hours, advising undergraduates, and working with students as teaching assistants. The final section covers end-of-term activities. Includes an index and references with each chapter. (JB)

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